1 de icus

SUBJECT:	(Optional)	Office Spa	ice Reai	uirement	s (U) *	
ROM: AT	D/CO;	2807			EXTENSION	NO. OC-M81- 762
* * *				建设备	47.5.7	1 4 SEP 1981
O: (Office	r designation, root	n number, and	D. RECEIVED	FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.
1.	D/ODP 2D0105 Hqs	R1da	18	Sch	80	1-2: 6 al
2.	0/0 F					per our document
<u>АТ — б</u> з. АТ	D/L 2G20B					today om return
4.	20002				6.	this men to you
5.						per our discussion today I'm returning this news to you. Let's let the team dicide whether
6.						5
7.		,				spre n best.
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FORM 610 USE PREVIOUS EDITIONS

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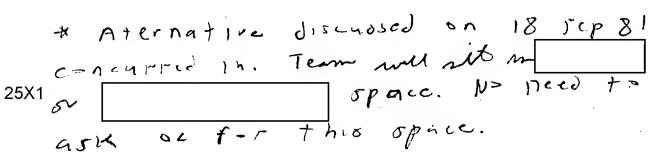
0C-M81-762

				1 4 SEP 1981			
	MEMORANDUM FOR:	Director of	Logistics		C		
	THROUGH:	Director of	Data Process	ing	ODP #81-1222		
25X1	FROM:	nitector of	Communicatio	ns			
	SUBJECT:	Office Space	Requirement	s (U)			
	Data Processing (lead to the repla System. Your ass	ODP) are joi cement of He istance is s	ntly plannin adquarters C olicited in) and the Office og a project which able Dissemination finding office spathe development ef	will ce		
25X1	plans call for ad and one additiona will remain stabl	working ding three m l person ear e until Marc en computer	full time o ore people i ly in 1982. h 1983, at w programmers	cated in the OC-ED n the project. Ou n the next few wee. This staffing lev hich time we expecto the team. Thus	r ks, el t		
	From		Until	Staffing Le	vel_		
	September 1981 October 1981 January 1982 April 1983	į	October 1981 January 1982 March 1983 May 1984				
	necessary with some OC-ED area until	me crowding March 1983.	we can accome Of course.	ht individuals, if modate the team in additional space concepts (U)	the		
STAT	3. In addition to sufficient floor space and phone service, the project members will require the space for interactive terminals connected to the						
					25X1		
	WARNING NOTICE - SOURCES AND METHOR						

Approved For Release 2005/07/12: CIA-RDP84-00933R000200220002-6

SUBJECT: Office Space Requirements (U)

25X1 25X1	4. The complex interaction of this system with other OC and ODP development efforts makes the most desirable location for the project. However, is suilding space is not available, floor space in the Headquarters Building is acceptable. (U) 5.	25X1 25X1
		25X1
25X1	CONC 17 Seff 8) Date	



25X1

Аррі	roved For Release	20057077F2 SUMMA	DP84-00933R00	0200220002	-6
BJECT:				,	
Effice.	Space Reg	inements	(OC-M81	-762; OL	DP 8/-122
IRPOSE OF ACTION	1:				
		•			
CTION OFFICER (In	cl. Ext.)				
EFERENCES:					
			•		
SOURCE PACKAGE	& COSTS (If applicable)	:			
IIS PAPER IS FOR	YOUR:				
COMPONENT/ OFFICER	INFORMATION/ COMMENT	CONCURRENCE	APPROVAL/ SIGNATURE	INITIALS	DATE
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CUSSION:					
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		•			

Approved For Release 2005/07/12: CIA-RDP84-009327000200220002-6 Explanatory Notes

Subject: Self-explanatory - include ODP number if applicable.

Purpose: What will action accomplish, e.g., "Reply to letter from OMB," "Obtain DDA approval to spend \$100M,"

"Comply with periodic reporting requirements," etc.

Action Officer: Name, organization, extension.

References: List of pertinent references. Copies should be attached in order listed.

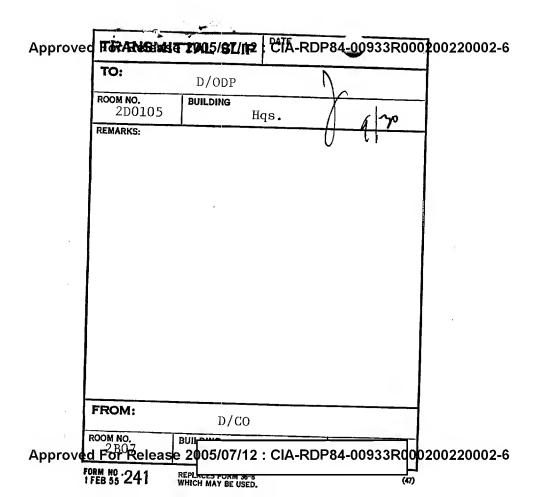
Resource Package and Costs: Identify the Resource Package and total costs for each fiscal year if the action involves funds.

Routing: Who should see the action, whether for information, comment, concurrence, or signature/approval. The individual reviewing the action should initial and date where indicated. Place an "x" under the appropriate column for each component. If concurrences are contained on record copy of action, simply refer to the action.

Discussion: Narrative discussion of action - what led up to the action, why is it necessary, what do you want done. The pertinent references should be explained insofar as they relate to this action. If the action itself contains all this information, simply refer to the action.

Signature of Action Officer: Sign and date form.

Classification: Mark at the top and bottom of page, as appropriate.



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